



Jim Doyle  
Governor

Helene Nelson  
Secretary

**State of Wisconsin**  
**Department of Health and Family Services**

1 WEST WILSON STREET  
P O BOX 8916  
MADISON WI 53708-8916

Telephone: 608-267-3905  
FAX: 608-266-6836  
dhfs.wisconsin.gov

**Adoption Services Committee Overview**  
**Wisconsin Program Enhancement Plan**  
**February 2005**

*Description*

The Adoption Services Committee will develop specific policy development items and will meet on a regular basis as defined by the committee and the work that needs to be completed. The primary purpose of the Adoption Committee is to develop and shape policies, procedures, and practices related to the adoption action steps identified in Wisconsin's PEP.

*Meeting Schedule*

The Adoption Services Committee will meet at the Pyle Center on the following dates: April 5, 2005; May 17, 2005; June 28, 2005; August 16, 2005; October 4, 2005; November 15, 2005; and January 10, 2006.

*Workgroups and Assignments*

The Adoption Services Committee has chosen a large group structure with smaller workgroups as needed based on the topics under consideration. The Committee has developed the following two workgroups:

1. **Concurrent Planning Workgroup**  
This workgroup is working on the Concurrent Case Planning Process and Activity Timeline. This document is a work aid for county, tribal, contract agency and state staff to standardize the concurrent case planning process, guide collateral communication and coordinate concurrent case planning activities. Following this outline will help ensure timely referral for permanency consultation and timely permanence for children served by the Wisconsin child welfare system. The work product for this workgroup is due by the end of Quarter 2 of the PEP.
2. **Foster Family Assessment/Adoptive Family Assessment Workgroup**  
This workgroup is breaking the Foster Family Assessment (FFA) and Adoptive Family Assessment (AFA) into sections that will be divided between a number of other subgroups to look at combining the documents into one. Thus, when a foster family decides to adopt the foster child in their home following the termination of parental rights and an appeal waiting period we can move directly to adoption. This will eliminate the need for the family and child having to wait for an adoptive home study. This product is due by the end of Quarter 6 of the PEP.